



Division:	Human Resources (HR)
Title:	Standard Operating Procedures
Procedure:	WORKPLACE VIOLENCE PREVENTION GUIDELINES
Original Effective Date:	
Revised Effective Date:	

Workplace Violence Prevention Guidelines

Usually the Human Resource Manager and/or the Crisis Management Team Coordinator are notified of an alleged workplace violence incident. In any event, follow your division/facility/school internal policy and work with management or the Crisis Management Team to determine the appropriate course of action, i.e. need for law enforcement, investigatory placement etc. (Refer to [Investigatory Placement Guidelines](#) and [Investigatory Placement Template](#)).

The ER Specialist will be involved if disciplinary action is recommended after a workplace violence investigation. An employee has no appeal rights associated with violence in the workplace reports.

Website Resources

DHHS Workplace Violence Prevention

http://info.dhhs.state.nc.us/olm/manuals/dhs/pol-50/man/Pol5_SB_Violence1.htm

State Personnel Policy

<http://www.osp.state.nc.us/manuals/manual99/workplvi.pdf>